

**United States Department of Agriculture
Agricultural Marketing Service, Science & Technology
Pesticide Data Program**

SOP No.: PDP-ADMIN-05		Page 1 of 4
Title: Safety		
Revision: 7	Replaces: 04/01/07	Effective: 07/01/08

1. Purpose:

To ensure that personnel working on the USDA/AMS Pesticide Data Program (PDP) are afforded a safe working environment and to comply with federal regulations which apply to safety.

2. Scope:

This Standard Operating Procedure (SOP) shall be followed by USDA/AMS and all facilities involved in the collection of samples and performance of analytical determinations for PDP, including those laboratories which are conducting residue studies for PDP and support laboratories conducting stability or other types of studies which may impact the program.

3. Outline of Procedure:

- 5.1 Safety Measures
- 5.2 Material Safety Data Sheets
- 5.3 Waste Disposal

4. References:

- USDA/AMS PDP Quality Assurance-Technical Meeting, March 22-24, 2005
 - Garfield, Quality Assurance Principles for Analytical Laboratories, 1991, pp. 104-116
 - U.S. EPA, Code of Federal Regulations, Title 29, part 1910, May 1, 1990
 - Taylor, Quality Assurance of Chemical Measurements, 1989, pp. 60-61
 - 29 CFR 1910.1450, Occupational exposure to hazardous chemicals in laboratories
 - 29 CFR 1910.1450(e), Chemical Hygiene Plan
 - 29 CFR 1910, Occupational Safety and Health Standards, Subpart H – Hazardous Materials
 - Emergency Planning and Community Right-to-Know Act (EPCRA) of 1986, U.S. Code Title 42, Chapter 116, Emergency Planning and Notification
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5. Specific Procedures:

5.1 Safety Measures

Each participating organization shall ensure that:

5.1.a General safety training is provided to all individuals working on PDP. Laboratories participating in PDP shall include the availability of the laboratory safety manual, or its equivalent, to all laboratory personnel. Documentation of all safety training shall be maintained.

5.1.b They are in compliance with Federal, State, and local safety codes. Laboratories participating in PDP shall also comply with the appropriate Chemical Hygiene Plan (CHP), Injury and Illness Prevention Program, Employee Right-To-Know Program, and have Material Safety Data Sheets (MSDS) available to all applicable personnel. All records shall be maintained.

5.1.c Copies of any safety plans and records are made available to an authorized employee or duly designated representative of USDA/AMS during a review or upon written request.

5.2 Material Safety Data Sheets (MSDS)

MSDS sheets shall be made available to personnel in PDP prior to and at any time during their handling or use of reagents and chemicals utilized in PDP.

5.3 Waste Disposal

Each laboratory shall conduct its waste disposal activities in accordance with the laboratory's CHP. The laboratory shall maintain records of the CHP and document waste disposal activities.

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Revision 7

May 2008

Monitoring Programs Office

- Modified waste disposal requirements in Section 5.3

Revision 6

- Modified format to conform with other SOPs

Revision 5

- Added Subsection 5.3, Waste Disposal
- Added waste disposal references to Subsection 4